**Article I**

**Name of Club/Organization**

*1. The name of this organization shall be [Name of Club/Organization].*

**Affiliations & Relationship with other organizations (including PLU)**

1. *[Name of Club/Organization] is affiliated with a regional organization, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Pacific Lutheran University policies, rules and regulations supersede those of any affiliated organization.*
2. *This club will abide by the stated objectives of Pacific Lutheran University as well as the rules and regulation established by the University and is responsible to University authorities.*

**Article II**

**Club/Organization Mission**

*The mission of [Name of Club/Organization] is to…*

**Or**

1. *To…*
2. *To…*
3. *To…*

**Article III**

**Club/Organization Membership**

1. *Student membership is open to all PLU students. Decision-making power rests in the student membership.*
2. *Associate Membership is open to all PLU staff, faculty, and alumni. Advisors, Liaisons, and the Campus Life dept have decision-making power when it comes to registration status, policies, etc.*
3. *An Active Member is defined as any PLU student, staff, faculty, or alumni who meets the following criteria:*

*a) Shows commitment to [Name of Club/Organization] by regularly attending meetings and activities,*

*b)* *Participates in club fundraisers*

*c)* *Actively promotes [purpose of club], and*

*d)* *…*

1. *Membership in the club shall not be limited or denied on the basis of race, color, creed, religion, sex, gender, national origin, age, mental or physical disability, marital status, sexual orientation, or any other status protected by law.*
2. *[Requirement or no requirement of payment of dues].*

**Article IV**

**Officers and Organizational Structure**

1. *The officers of [Name of Club/Organization] shall consist of [titles].*
2. *The [title] shall [position requirements].*
3. *The [title] shall [position requirements].*
4. *The [title] shall [position requirements].*
5. *The [title] shall [position requirements].*
6. *Officers will be asked to resign if…*
7. *In the event of a vacancy…*
8. *Officers for the following academic year shall be elected [timeline and process for elections].*

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**Article V**

**Advisors**

1. *The Advisor shall be a full-time PLU faculty member, staff member, or administrator.*

*2.* *The Advisor shall:*

*a)* *Council the Officers in regards to the guidelines and procedures for student organizations,*

*b)* *Serve as a liaison between the club and the University*

*c)* *Provide guidance and leadership,*

*d)* *Offer assistance in developing and overseeing the club budget*

*e)* *Periodically attend club meetings, and*

*f)* *Monitor club travel.*

*3. The [Name of Club/Organization] Advisors for this current 2022-2023 term is [Name of Advisors].*

**Article VI**

**Meetings**

*1.* *The [Name of Club/Organization] shall hold meetings [schedule/regularity of meetings].*

*2.* *Special meetings of [Name of Club/Organization] may be called by [position(s)] for [reasons/purposes].*

*3.* *Meetings of the Officers/Executive Committee shall take place [schedule/regularity of meetings].*

**Article VII**

**Liability Waiver**

*1.* *Pacific Lutheran University will not be held responsible in the event of injury or damage to any person(s) or property as the result of an activity sponsored by [Name of Club/Organization].*

**Article VIII**

**Constitutional Amendment Procedures**

*1.* *Amendments to the [Name of Club/Organization] Constitution may be proposed in writing by [position(s) or members].*

*2.* *All proposed amendments shall be reviewed by the Officers and placed on the following meeting’s agenda for discussion and voting.*

*3.* *Amendments to the Constitution must receive [percentage of votes or simple majority] of the active student members for ratification.*

**Article IX**

**Constitutional Review**

*1.* *[Name of Club/Organization] Constitution will be reviewed and updated by the members annually and resubmitted by April 1st by the [position].*

**Ratified:** *[Date]*

**Last Amended:**